

Creating Online Tutorials: net.TUTOR

创建在线教程: net.TUTOR网上教程

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Goals for Presentation

本次演示目的



1. Discuss **net.TUTOR**, an online tutorial program developed at Ohio State University Libraries.
讨论俄亥俄州立大学图书馆开发的在线教程程序**net.TUTOR**
2. Review the instructional **design process** for online tutorials.
评述在线教程的教学设计过程
3. Offer **examples** of specific techniques for effective teaching through tutorials.
提供利用在线教程进行有效教学所用的独特技术的一些例子

net.TUTOR: Brief History

net.TUTOR简介



net. = Internet(网络)

TUTOR = **T**eaching (教学)
Useful (使用)
Techniques for (技术)
One (在线)
Research(研究)

URL is <http://liblearn.osu.edu/tutor>

net.TUTOR: Program Goals(软件目标)

- Teach Internet research concepts.
讲授互联网研究概念
- Employ active learning principles.
采用主动学习原则
- Allow self assessment, flexible selection of tasks,
and channels for user comments.
允许自我评估、灵活选择任务、开拓用户评价渠道
- Insure that essential information is available to all
users.
确保基本信息能为所有用户使用

net.TUTOR: Users (用户)



- **Individuals** who desire self-paced learning.
具体用户，愿意自定学习进度的自学者
- **OSU faculty** who make class assignments.
俄亥俄州立大学的教师，制作课堂作业者
- **OSU librarians** who refer users to learn skills.
俄亥俄州立大学的图书馆员，为读者提供学习方法和技能的人

Design Process: Overview

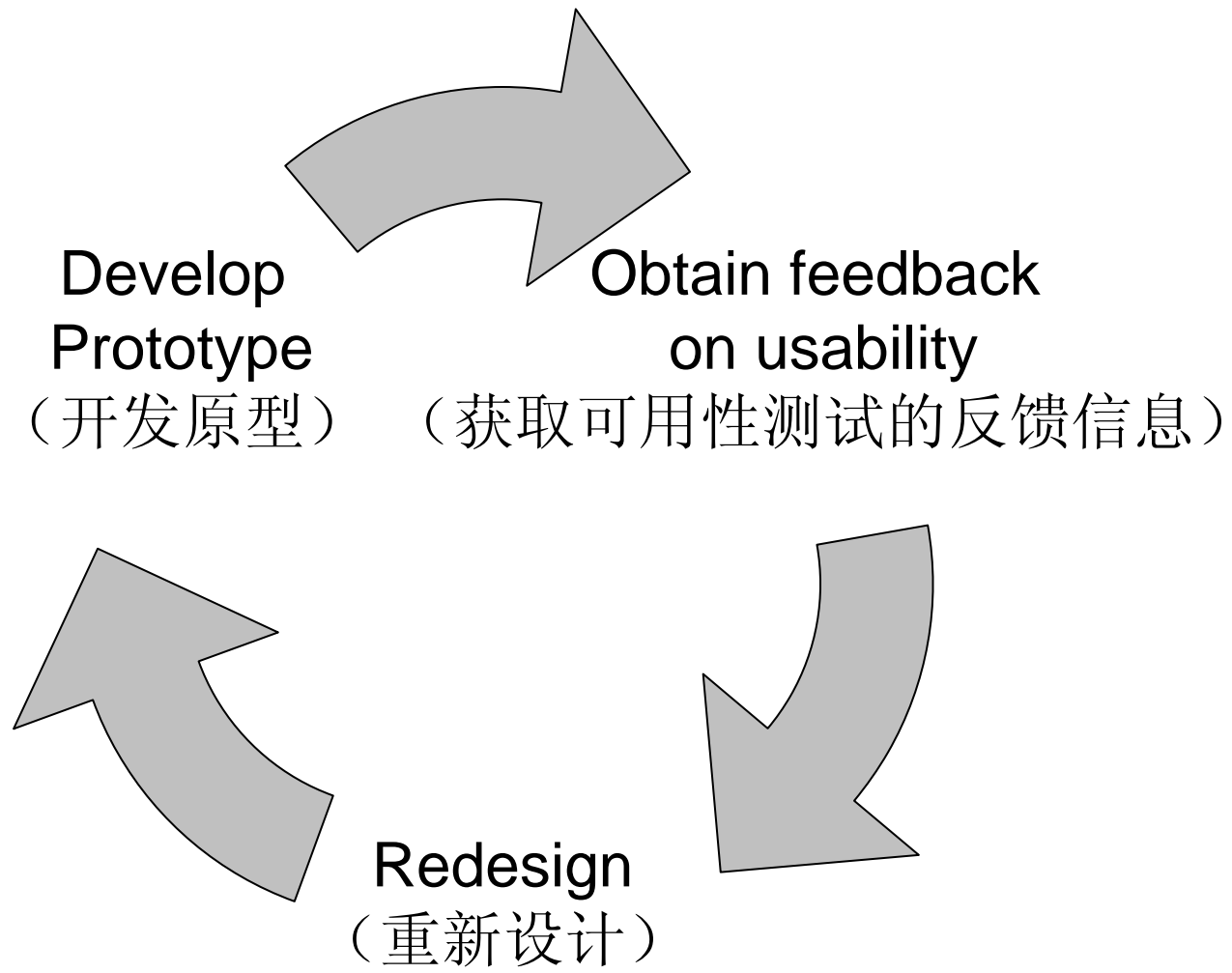
（设计过程：概述）



- **WHO:** Identify audience
谁： 确定观众
- **WHAT:** Assess instructional needs
什么： 评估教学需要
- **HOW:** Select appropriate media, methods
怎样： 选择合适的媒体与方法

Design Process: Cycle

设计过程：循环周期



Design Process: Needs

（设计过程：需求）



- What do users already know?
什么内容用户已经知悉？
- How should you focus your efforts?
该怎样确定主攻方向？
- Assess instructional needs of your audience through feedback from
通过听课人员的反馈信息评估教学需求
 - Teaching faculty （教师）
 - Librarians （图书馆员）
 - Students (potential users) （学生，或潜在用户）

Design Process: Media

（设计过程：媒体）



Consider variations in user:

考虑用户的各种需求：

- Computers (operating system; speed)
计算机（操作系统；速度）
- Software (browsers)
软件（浏览器）
- Internet connections (fast/slow)
网络连接（快/慢）

Design Process: Media

设计过程：媒体

Design for small interface (such as PDA or phone with Web access) will be different.

设计小界面，如用PDA或手机登录网络的界面将会有所不同

QuizFaber uses WML for quiz creation. Available at <http://www.download.com>

QuizFaber软件用WML语言创建网上测验试卷。该软件可在这个网址上下载



Design Process: Methods

（设计过程：方法）



- Flexible design （灵活设计）
- Chunking （程序分块）
- Interactivity （交互性）
- Effective use of multimedia （有效利用多媒体）
- Teaching through strategies （讲究策略的教学方式）

Design Process: Flexibility

（设计过程：灵活性）



Users can choose（用户可进行选择）

- **Instructional tasks from a menu**
可从菜单中选择教学任务
- **Portions of lessons**
可选部分课程

Ohio State University Libraries: net.TUTOR - The Ohio State University Libraries

http://liblearn.osu.edu/tutor/index.html

Google

Ohio State University Libraries: net.TUTOR

net.TUTOR

Site Search

Tutorials Guides About Site How to Use Online Courses

Click on any title below or browse the [Site Map](#).

TOOLS

[Getting Started on the Web](#)
[About Web Browsers](#)
[E-Mail Basics](#)
[Online Discussion Groups](#)

RESEARCH TECHNIQUES

[Smart Research Strategies](#)
[Finding Articles](#)
[Evaluating Web Sites](#)
[Citing Net Sources](#)

SEARCH SKILLS

[Searching 101](#)
[Using Web Search Tools](#)
[Specialized Databases](#)
[Searching the Library Catalog](#)

SPECIAL TOPICS

[Careers and Employment](#)
[History Research](#)
[News Sources](#)

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Done Internet 100%

net.TUTOR Site Map - The Ohio State University Libraries

http://liblearn.osu.edu/tutor/treeview/index.html

net.TUTOR Site Map

Tree Menu (help)

- net.TUTOR Site Map
 - Home Page
 - Tutorials
 - Getting Started on the Web
 - About Web Browsers
 - E-Mail Basics
 - Online Discussion Groups
 - Searching 101
 - Overview/Key Ideas
 - 1: Prepare Before You Search
 - 2: Decide How to Search
 - 3: Construct Your Search
 - 4: Limit Your Search
 - 5: Refine Your Search**
 - Glossary
 - Links
 - Using Web Search Tools
 - Specialized Databases
 - Searching OSCAR
 - Smart Research Strategies
 - Finding Articles
 - Evaluating Web Sites
 - Citing Net Sources
 - Careers and

Searching 101 > 5: Refine Your Search

[net.TUTOR Home](#) | [Tutorial Overview](#) | [Glossary](#) | [Links](#) | [Test](#) | [Help](#)

Searching can be unpredictable. Some searches return too much information. Sometimes a well thought out search just doesn't find enough information. In any event, most online searching is "iterative," requiring that you continually refine or tune your search.

Here are some proven strategies for adjusting keyword searches that find too much or too little.

Adjust:	To Narrow Results:	To Expand Results:
SEARCH CONCEPTS	Add search concepts, using the AND operator.	Remove some search concepts. Find information on the most important concept first.
SEARCH WORDS	Remove some search words, especially vague, ambiguous or abstract words.	Add more search words, using the OR operator.
SEARCH FOCUS	Limit search focus to a specific field or aspect (date, language, media, etc.)	Broaden the search focus from subject to keyword, or from one field to all fields of database.

Example:


Done Internet 100%

Search Results: thesaurus site:liblearn.osu.edu - Windows Internet Explorer

http://google2.it.ohio-state.edu/search?q=thesaurus&btnG=Site+Search&sort=date%3D

Search Results: thesaurus site:liblearn.osu.edu

The Ohio State University www.osu.edu Help Campus map Find people Webmail Search Go

 Search

[Advanced Search](#) [Search Tips](#)

thesaurus site:liblearn.osu.edu Search Ohio State

Searched for 'thesaurus site:liblearn.osu.edu' Results 1 - 10 of about 10. Search took 2.46 seconds.

[Sort by date](#) / [Sort by relevance](#)

[net.TUTOR: Specialized Databases](#)
... fields. 4C: Controlled Vocabulary and **Thesaurus**. Subject ... The resulting list of terms is often referred to as a **thesaurus**. When done ...
liblearn.osu.edu/tutor/databases/pg3.html - 7k - 2005-07-28 - [Cached](#)

[net.TUTOR: Searching the Library Catalog](#)
... A library cataloger examines materials to be added to the catalog and decides which terms from the subject **thesaurus** (list of subjects) are appropriate for ...
liblearn.osu.edu/tutor/oscar/pg4.html - 7k - 2005-12-19 - [Cached](#)

[net.TUTOR: Searching 101](#)
... Also, the terms that work in one database may not be used by another (as shown below), so you should check the subject list ("**thesaurus**") for the database you ...
liblearn.osu.edu/tutor/les4/pg2.html - 9k - 2005-07-21 - [Cached](#)

Internet 100%

Design process: Chunking

（设计过程：程序分块）



- Divide information into **logical segments**.
将信息分成若干逻辑段
- **Sequence** from simple to complex.
由简到繁的顺序
- **Label segments** to help user understand their relation to each other.
帮助用户理解相互关系的分段标示名称
- Example
举例

Design Process: Interactivity

设计过程：交互性



- Engage the learner with the material in order to practice skills.

让学习者参与其中，获得实践技能

- Implement in tutorials by providing
通过提供以下方法完成教学

- Guided activities (and feedback)
指导学习活动（和回应学习者的反馈）
- Casual games（临时穿插学习游戏）
- Movies or animations（应用电影或动画技巧）
- Quiz questions（测验提问）

Example: Interactivity

交互性的实例



Activity

Try each of these searches using [Google Advanced Search](#) to practice narrowing your results:

1. **Find all of the words:** **journalism jobs**
How many results did you get? Now click the "advanced search" link next to the SEARCH button at the top of the results page.
2. **Add another concept** to your existing search terms: **ohio**
How many results this time? Click the "advanced search" link to narrow this search again.
3. Find **Occurrences** on the search page and select: **title of the page**
Search again. Now how many results are returned? Are all 3 words in each site title?

[Site opens in new window.]

Example: Interactivity

交互性的实例



Using Web Search Tools

Review important vocabulary from this tutorial.

Directions: Click on the flashcard to flip it over.
See a [list of terms](#) used in this activity.

FlashCards



Boolean operators

↺ Other side on top

✕ Try again later

✓ Remove card

★ Restart

Example: Interactivity

交互性的实例



- Captivate movie

应用Captivate电影软件工具

Design Process: Multimedia

（设计过程：多媒体）

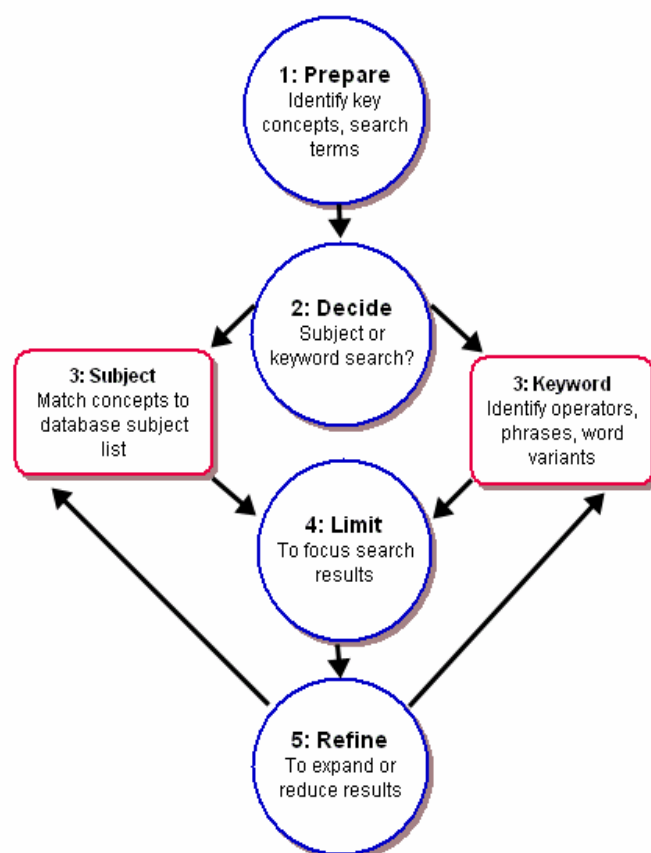


- **Universal Design for Learning (UDL) principles** should guide tutorial design.
通用学习设计原则应能指导教学设计
- Design products and environments to be usable by all people, to the greatest extent possible, without the need for adaptation or specialized design.
设计的项目和使用环境要尽可能适用于所有人，无需改变或进行专门设计
- Represent information in various ways to match user learning styles.
表达信息的各种方式应尽可能与用户的学习风格匹配

Searching 101 > Overview - Key Ideas

[net.TUTOR Home](#)

[Tutorial Overview](#) | [Glossary](#) | [Links](#) | [Test](#) | [Help](#)



Begin the tutorial by clicking the first link, or select any page to review.

1. **Prepare:** Write a sentence describing your search topic, then analyze it to identify key concepts and any aspects (time period, geographic place, etc.) that will focus your search. Identify search words related to each concept.
2. **Decide:** Choose between keyword or subject searching, if both are available in the database. Subject searching will generally produce more focused results. However you must map your concepts to the subject vocabulary used by the database.
3. **Construct:** Build a keyword search statement (start simple). Select Boolean or mathematical operators to connect search terms, identify phrases, and organize complex search statements using parentheses. See this [concept map](#) for an overview.
4. **Limit:** Screen your search results by some variable (language, publication date, etc.). You can limit your initial search statement (pre-limit), or post-limit after reviewing results (recommended approach).
5. **Refine:** It's rare to get good results on the first try. If you get too many results, add new concepts or add limits your search. Too few results? Remove concepts that are not critical, remove any limits.

Example: Universal Design

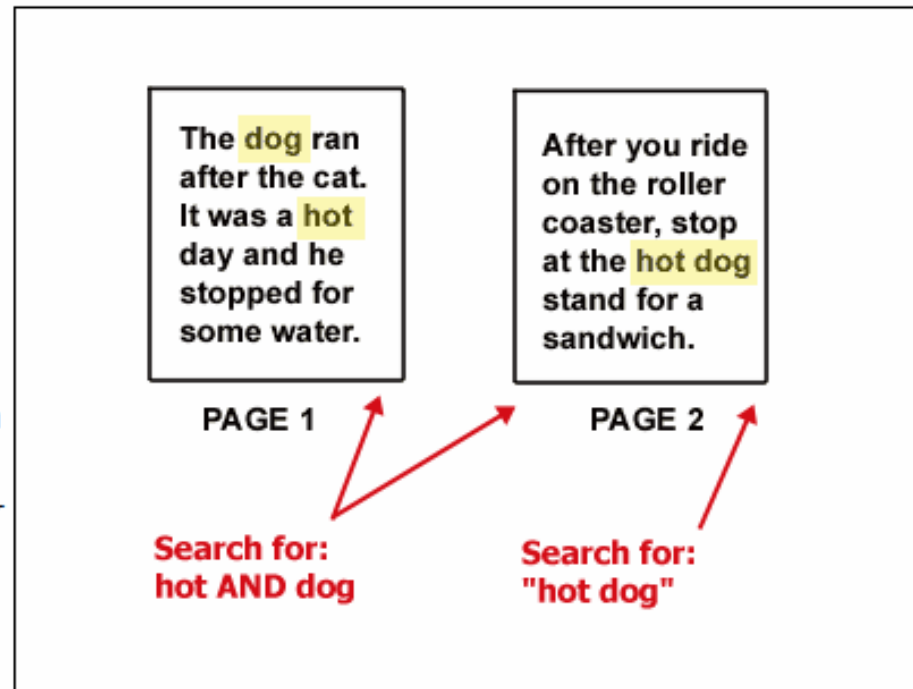
(举例：通用设计)

- - - More Restrictive Than AND

Phrase or proximity searching is more restrictive than using the AND operator and will produce smaller, more precise results.

Example:

- Search for: **hot AND dog** will find both pages 1 and 2 in the illustration.
- Search for: **"hot dog"** (exact phrase) or **hot ADJ dog** (proximity operator) will find only page 2.



Design Process: Strategies

设计过程：策略



- Learning strategy: set of steps to accomplish a particular task.

学习策略：设计的措施和步骤应能完成指定的任务

- Concise

简明扼要

- Use mnemonics to enhance recall

应用记忆法加强对学习内容的回忆

Examples: Research Skills

举例: 探索教学技巧



PAW

- **P**erform search in stages
分阶段进行检索
- **A**void long phrases
避免使用太长的语句
- **W**atch results for new terms
在结果中找出新的术语供检索

BILS

- **B**rowse keyword search results
浏览关键词搜索结果
- **I**dentify relevant record
确认相关记录
- **L**ook at subject headings
注意主题词
- **S**earch using subjects
用主题词进行检索

Design Process: Assessment

设计过程：评定



- **Self** assessment – unscored quiz questions with immediate feedback to students.
自我评估—不记分测验提问，并即时反馈给学生
- **Formal** assessment – secure online test with feedback to students and faculty.
正式评定—安全在线考试，考试成绩反馈给学生和教师

Design Process: Evaluation

设计过程：评价



Components:

组成部分：

- User comment forms

用户评论表格

- Web statistics

网站访问量

Dashboards

View **Webmaster**

- Webmaster Overview
- Content Summary
- Defined Funnel Navigation
- Entrance Bounce Rates
- Goal Tracking
- **Content by Titles**
- + Web Design Parameters

All Reports

- Marketing Optimization
- Content Optimization

Date Range ?

View By **Default**

◀ 2006 ▶

Content by Titles			
liblearn.osu.edu 9/20/2006 - 12/31/2006			
Prev << 1-10 36 >> Next Display <input type="text" value="1"/> <input type="text" value="10"/> Filter			
	Page Titles	Pageviews	Avg Time
1.	net.TUTOR: Evaluating Web Sites	25,166	00:03:32
2.	Ohio State University Libraries: net.TUTOR	19,147	00:00:38
3.	Ohio State University Libraries: Online Credit Course	3,587	00:01:32
4.	OSU Libraries Instruction Site	3,109	00:00:25
5.	net.TUTOR: Searching 101	4,184	00:03:24
6.	net.TUTOR: Smart Research Strategies	3,689	00:02:57
7.	net.TUTOR: Getting Started on the Web	3,416	00:02:16
8.	net.TUTOR: Citing Net Sources	3,071	00:03:00
9.	net.TUTOR: E-Mail Basics	3,112	00:03:06
10.	net.TUTOR: Using Web Search Tools	2,942	00:03:30
Totals:		83,991	00:02:22

Conclusion: Benefits

结论：优点



Online tutorials are: 在线教程的优点

- Cost effective
节省成本
- Easily updated (but must maintain)
易于更新（但必须维护）
- Learning objects that can have multiple uses
(such as online or traditional courses)
学习对象可以有多种用途（如网络联机或传统的课程）

Questions? 请提问



Thank you for your attention.

谢谢

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